

APPLICATION FORM
UNITED STATES MAGISTRATE JUDGE
District of South Dakota – WESTERN DIVISION
(Rapid City, South Dakota)

Please answer all questions. If a question is not applicable, indicate this by marking "N/A." **Return the completed form by Friday, November 3, 2017.**

Submit application documents utilizing the instructions provided in Vacancy Announcement #17-10.

GENERAL

1. Full Legal Name: _____
2. All other names by which you have been known: _____

3. Office address: _____
City: _____ State: _____ Zip: _____
Office Telephone: _____
Email Address (will be used to contact applicant): _____
4. Residential address: _____
City _____ State: _____ Zip: _____
Home Telephone: _____ Cell Phone: _____
5. Place of birth (city/state): _____ Date of birth: _____
6. a) Length of residence in state: _____
b) I am a current resident of the District of South Dakota, or I would be willing to relocate at my own expense. ☐ Yes ☐ No
7. If you are a naturalized citizen, state the date and place of naturalization.
8. Military service:
Branch: _____ Dates: from _____ to _____
Rank or Rate of Discharge: _____ Type of Discharge: _____
If still a Reserve or National Guard member, give service, branch, unit, and present rank.
9. Are you related by blood or marriage to any judges of this court? ☐ Yes ☐ No
If yes, give name(s) and relationship. _____

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HEALTH

10. What is the present state of your health?
11. Do you have any mental or physical impairment that would affect your ability to perform the duties of a magistrate judge with or without reasonable accommodation?

EDUCATION

12. Colleges and universities attended, dates, and degrees:

College/University	Dates	Degrees

13. Continuing legal education courses completed within the last ten years **(provide copies of your annual CLE reports)**:

HONORS

14. Were you a member of law review? ☐ Yes ☐ No If yes, describe role:

15. If you have published any legal books or articles, list them, giving citations and dates.

16. List any honors, prizes, or awards you have received.

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PROFESSIONAL ADMISSIONS

17. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted to practice, giving the dates of admission in each case:

Court or Administrative Body	Date of Admission

LAW PRACTICE

18. State the names, addresses, and dates of employment for all law firms with which you have been associated in practice, all government agencies, and all private business organizations in which you have been employed. Also provide all dates during which you have practiced as a sole practitioner.

Organization	Address	Position	Dates

19. Describe the general nature of your current practice including any legal specialties and character of your typical clients; also, if your practice is substantially different now than previously, give details of prior practice.

20. a) Do you appear regularly in court?

☐

Yes

☐

No

b) What percentage of your appearances in the last five years were in:

1. Federal Courts	_____	%
2. State or local courts of records	_____	%
3. Administrative bodies	_____	%
4. Other	_____	%
_____	_____	%
_____	_____	%
_____	_____	%
_____	_____	%

21. During the past five years, what percentage of your practice has been trial practice? _____ %

22. How frequently have you appeared in court? _____ Times per month

23. How frequently have you appeared at administrative hearings? _____ Times per month

24. What percentage of your practice involving litigation has been:

Civil	_____	%
Criminal	_____	%
Other	_____	%
_____	_____	%
_____	_____	%
_____	_____	%
_____	_____	%

25. State the number of cases you have tried to conclusion in courts of record during the past five years, indicating whether you were sole, associate, or chief counsel. Give citations of any reported cases.

26. Summarize your courtroom experience for the past five years.

27. State the names and addresses of adversary counsel against whom you have litigated your primary cases over the past five years.

PUBLIC OFFICE

28. Have you ever run for, or held, public office? ☐ Yes ☐ No If yes, describe:

PRIOR JUDICIAL EXPERIENCE

29. a) Have you ever held judicial office or been a candidate for judicial office? If so, state the courts involved and the dates of service, or dates of candidacy.

- b) If you have held judicial office, state the names and addresses of counsel who have appeared before you who would be knowledgeable of your work, temperament, and abilities.

- c) Prior quasi-judicial service:

Name of Agency	<hr/>
Position held	<hr/>
Hearings on what type of issues	<hr/>
Number of cases adjudicated	<hr/>
Dates of service	<hr/>

BUSINESS INVOLVEMENT

30. a) If you are now an officer, director, or otherwise engaged in the management of any business enterprise, state the name of such enterprise, the nature of the business, the nature of your duties, and whether you intend to resign such position immediately upon your appointment to judicial office.

- b) Since being admitted to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law?

☐

Yes

☐

No

If yes, give details, including dates.

- c) During the past five years have you received any fees or compensation for any kind other than for legal services rendered, from any business enterprise, institution, organization, or association of any kind?

☐

Yes

☐

No

If yes, identify the source of such compensation, the nature of the business enterprise, institution, organization or association involved, and the dates such compensation was paid.

31. a) Have you ever been arrested, charged, or convicted for violation of any federal law, state law, county or municipal law, regulation, or ordinance?

☐

Yes

☐

No

If yes, give details. (Do not include traffic violations for which a fine of \$200 or less was imposed unless it also included a jail sentence.)

- b) Have you, to your knowledge, ever been under federal, state or local investigation for possible violation of a criminal statute?

☐

Yes

☐

No

If yes, give details.

32. a) Have you ever been sued by a client?

☐

Yes

☐

No

If yes, give particulars.

b) Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice?

☐

Yes

☐

No

If yes, give particulars, including the amounts included.

33. Have you ever been charged in any civil or criminal proceedings with conduct alleged to involve moral turpitude, dishonesty, or unethical conduct?

☐

Yes

☐

No

If yes, give particulars.

34. Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association, or other professional group?

☐

Yes

☐

No

If yes, give particulars.

35. Have you filed appropriate tax returns as required by federal, state, local and other government authorities?

☐

Yes

☐

No

If no, explain.

36. Have any liens or claims ever been instituted against you by the federal, state or local authorities?

☐

Yes

☐

No

If yes, explain.

PROFESSIONAL AND OTHER ACTIVITIES

37. a) List all bar associations and legal professional societies of which you are a member and give the titles and dates of any office you have held in such groups, and committees to which you belonged.

b) List all organizations and clubs, other than bar associations and professional societies identified in response to Question No. 37.a), of which you have been a member during the past ten years, including the titles and dates of any offices you have held in each such organization.

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c) Have you ever served on a merit selection panel to consider the appointment or reappointment of a United States magistrate judge in this district?

☐

Yes

☐

No

If yes, please provide date(s) or appointment(s).

SUPPLEMENTAL INFORMATION

38. State any achievements or actions you have accomplished, demonstrating your commitment to equal justice under the law.

39. State any additional education or other experiences you believe would assist you in holding judicial office.

40. State any other pertinent information reflecting positively or adversely on you which you believe should be disclosed to the district court and the selection panel in connection with your possible selection as United States magistrate judge.

41. a) List three individuals as references who are familiar with your abilities.

Name

Address

Telephone

Name

Address

Telephone

Name

Address

Telephone

b) List three individuals as references who are familiar with your personal character.

Name

Address

Telephone

Name

Address

Telephone

Name

Address

Telephone

CONFIDENTIALITY STATEMENT

This form will be kept confidential and will be examined only by members of the merit selection panel and the judges of the district court. The individuals whom you have listed as references above may be contacted by the panel, but no other employers, colleagues, or other individuals will be contacted without your prior approval.

I declare under penalty of perjury that the foregoing is true and correct.

Signature of Applicant _____ Date _____